

17 DEC 2006

MEMORANDUM FOR Chief, Personnel Programs, Manpower and
Resources Division, 111 South George Mason Drive, Arlington,
VA 22204-1381

SUBJECT: Appointment as a Program Manager

1. References:

a. DFAS-IN Regulation 37-1, 25 September 2000, Army
Accounting and Fund Control.

b. DFAS-IN Manual 37-100-**, the Army Management
Structure

c. DoD 7000.14R, Volume 14, Administrative Control of
Funds and Anti-Deficiency Act Violations.

2. In accordance with decentralized fund control concepts,
you are hereby appointed as Program Manager for your division.
Funding is identified by specific Army Management Structure
Code (AMSCO). The AMSCO(s) under your area of responsibility
can be found at the enclosure. You are responsible for
adhering to all local and regulatory financial policies and
procedures governing fund control and budget execution. This
appointment is effective the date of this memorandum and
expires upon departure from your current position.

3. Program Manager responsibilities and authority are
described in DFAS-IN Regulation 37-1. I strongly encourage
you to become actively involved in maintaining fund control by
developing and implementing proper management controls to
ensure funds are executed effectively and efficiently.

4. Re-delegation of authority, if applicable, issued under
the provisions of this memorandum must be in writing, by name,
to include signature of acceptance. The appointed person will
be recognized as the Activity Manager for your Division and
will serve as the main point of contact for the distribution
of funds.

NGB-ARC

SUBJECT: Appointment as a Program Manager

5. Re-delegation of authority DOES NOT relieve you or other personnel of responsibility for violations that result from failure to comply with established fund control policies and procedures. Upon receipt of this memorandum, ensure all individuals to whom you may re-delegate authority to certify the availability of funds are familiar with the above references.

6. As an appointed Program Manager, you or personnel you delegate will complete the following actions:

a. Complete joint reviews with NGB-ARC quarterly or as directed/required.

b. Coordinate with NGB-ARC to prepare and give the Status of Open Allotment Accounts briefing monthly.

c. Prepare annual obligation plans and obligation adjustment documents monthly for each AMSCO, and provide to NGB-ARC.

d. Provide NGB-ARC substantiating documents to adjust accounts with erroneous charges.

7. Point of contact for this action is LTC Troy Moore, 703-607-7504.



Encl

TIMOTHY J. WOJTECKI
Colonel, GS
Chief, Comptroller Division

NGB-ARM

MEMORANDUM FOR Chief, Comptroller Division, 111 South George Mason Drive,
Arlington, VA 22204-1382

SUBJECT: Certificate of Understanding

1. This is to certify that I, having responsibility to administratively manage federal funds, have read and understood the provisions of DFAS-IN Regulation 37-1, Chapters 3 through 8 and DODFMR 7000.14R, Volume 3 and 14. I am responsible for the management of the MDEPS identified below:

<u>MDEP</u>	<u>Description</u>
FANG	Field Activity National Guard
MS5H	Army Training Requirements and Resources System
NGTP	Technician Pay
PNBE	HPI, SRIP, SLRP, MBIG, Career Status Bonus/Redux
PRAG	RC Active Duty Guard/Reserve Program
PRID (P)	Inactive Duty Training (IDT) - Pay and Allowances
PRTF	Initial Entry Training (IET)
QPSG	Personnel Support
TACE	Army Civilian Education and Training
VACE	Army Continuing Education System
VATA	Army Tuition Assistance
VFRE (OMA)	GWOT - Enduring Freedom (Family Assistance Centers)
VINJ	Civilian Injury and Illness Compensation
VINK	Federal Employees Compensation Act (FECA)
VMBH	Military Burial Honors
XMGH	Major Management Headquarters Activities

2. I further understand that incurring obligations in excess of my authorized cumulative allotment are a violation of 31 USC 1517 and is reportable under DFAS-IN 37-1. Antideficiency statutes state that any officer or employee of the United States who is in violation of antideficiency statutes is subject to appropriate discipline, including suspension from duty without pay or removal. I also understand the penalty for conviction of a knowing and willful violation carries a fine of not more than \$5,000, or two years imprisonment, or both.

3. Point of contact for this action is the undersigned at CML 703 607-7130.



ROBERT L. PORTER
Colonel, MS
Chief, Personnel Programs, Manpower
and Resources Division

FY07 MDEP POC'S

DIVISION	MDEP	DESCRIPTION	PRIMARY POC	ALTERNATE POC
ARM	FANG	Field Activity National Guard	Ms Myra Miller X9739	Mr Eric Lukavec X9771
ARM	M55H	Army Training Requirements and Resources System	LTC Steve Beller X1165	Mr Eric Lukavec X9781
ARM	NGTP	Technician Pay	MAJ Ned Reilly X9766	Ms Erin Thede X7597
ARM	PNBE	HP1, SRIP, SLRP, MBIG, Career Status Bonus/Redux	1LT Shannon Cummings X7230	LTC Steve Beller X1165
ARM	PRAG	RC Active Duty Guard/Reserve Program	MAJ Scott Farish X9770	Ms Yongmi Hinman X9731
ARM	PRID (P)	Inactive Duty Training (IDT) - Pay and Allowances	MAJ Paul Corte X9763	LTC Stephen Beller X1165
ARM	PRTF	Initial Entry Training (IET)	MAJ Paul Corte X9763	LTC Stephen Beller X1165
ARM	QPSG	Personnel Support	LTC Nachelle Wilkinson X7226	Ms Erin Thede X7597
ARM	TACE	Army Civilian Education and Training	MAJ Ned Reilly X9766	Ms Erin Thede X7597
ARM	VACE	Army Continuing Education System	CPT Annabelle Andrade X9756	LTC Stephen Beller X1165
ARM	VATA	Army Tuition Assistance	CPT Annabelle Andrade X9756	LTC Stephen Beller X1165
ARM	VFRE	GWOT - Enduring Freedom (Family Assistance Centers)	WO1 Judy Wolf X9233	Ms Erin Thede X7597
ARM	VINJ	Civilian Injury and Illness Compensation	Ms Myra Miller X9739	Mr Eric Lukavec X9771
ARM	VINK	Federal Employees Compensation Act (FECA)	Ms Myra Miller X9739	Mr Eric Lukavec X9771
ARM	VMBH	Military Burial Honors	SSG Ty Kosa X9765	Ms Erin Thede X7597
ARM	XMGH	Major Management Headquarters Activities	Ms Myra Miller X9739	Mr Eric Lukavec X9771